

Legal Readiness Pre-Deployment Checklist (11 Jul 17)

Completed by member

Last Name, First Name:		Rank:	Unit:	Branch of Service: (circle) USN USMC USAF USCG USA DoD
Departure Date:	Length of Deployment:	UDM Name/Number:	Unclassified Location(s):	Eligibility: (circle) Active Duty Reservist Civilian Employee

Completed by JA Staff

Required Item?	Explanation of Legal Services Available (All Items Optional Except LOAC Training)
Mandatory Law of Armed Conflict Training <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>LOAC training will be conducted as part of the Air Force's Expeditionary Skills Training program in accordance with AFI 36-2201 and AFI 51-401. Refresher training required every three years. Complete training at https://golearn.adls.af.mil/.</p> <p>LOAC training completion date: _____</p> <p>Medical personnel or chaplain LOAC training required? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Will <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>A will is a written declaration of how you want your property and personal belongings to be distributed to your heirs and name trustees to manage your estate and care for your dependents.</p> <p>Complete a will worksheet at https://aflegalassistance.law.af.mil. Then, call the Langley Law Center with your ticket number at 757-764-3277 to schedule an appointment with an attorney. You can also complete a will worksheet at the legal office, then schedule your appointment in-person.</p> <p>Appointment date/time: _____ Ticket #: _____</p>
Advanced Medical Directive <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>An advanced medical directive expresses your desires regarding medical treatment and termination of life support in the event of a terminal, incurable medical condition.</p> <p>Complete worksheet at https://aflegalassistance.law.af.mil. Then, call the Langley Law Center with your ticket number at 757-764-3277 to schedule an appointment with an attorney. You can also complete a worksheet at the legal office, then schedule your appointment in-person.</p> <p>Appointment date/time: _____ Ticket #: _____</p>
Healthcare Power of Attorney <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>HPOAs appoint a trusted person to make medical care decisions if you cannot speak for yourself.</p> <p>Complete a HPOA worksheet at https://aflegalassistance.law.af.mil. Then, call the Langley Law Center with your ticket number at 757-764-3277 to schedule an appointment with an attorney. You can also complete a worksheet at the legal office, then schedule your appointment in-person.</p> <p>Appointment date/time: _____ Ticket #: _____</p>
Power of Attorney <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>POAs allow you to give another person the authority to perform acts on your behalf, like get your child medical care, register your car, or sell specifically listed property.</p> <p>Complete a POA worksheet at https://aflegalassistance.law.af.mil and come in to the Langley Law Center, or just stop by the Langley Law Center Front Desk from 0730-1630, M-F (opens at 0900 on Thursdays).</p> <p>No appointment necessary for Powers of Attorney.</p>
Legal Consultation <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>Call 757-764-3277 to make an appointment for any necessary legal consultations, including financial responsibilities, domestic relations, and dependent care issues.</p> <p>Update Family Care plan if needed. Single parents be sure you have a court order in place establishing custody during your absence. Family Care plan POAs can be completed at https://aflegalassistance.law.af.mil, then come in to the Langley Law Center. You could also just stop by the Langley Law Center Front Desk from 0730-1630, M-F (opens at 0900 on Thursdays).</p> <p>Appointment date/time: _____</p>
SOFA Briefing <input type="checkbox"/> Yes <input type="checkbox"/> No	<p>A Status of Forces Agreement briefing may be required for OCONUS deployments to explain your rights while serving in a foreign country in accordance with DoDD 5525.1 and AFI 36-2201.</p>

Legal Office Staff Member Name: _____ Signature: _____ Date: _____